

A RESOLUTION BY

05-*R*-0133

CITY UTILITIES COMMITTEE

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE-TO- PROCEED WITH CH2M HILL, INC./WILLIAMS-RUSSELL AND JOHNSON, A JOINT VENTURE, FOR FC-7619-03C, ARCHITECTURAL AND ENGINEERING SERVICES FOR NORTHSIDE AND ADAMSVILLE PUMP STATIONS-CONSTRUCTION MANAGEMENT SERVICES ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED TWO HUNDRED THIRTY THOUSAND DOLLARS (\$230,000.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 2J28 524001 Q67J08269999 (2004 WATER AND WASTEWATER BOND FUND).

WHEREAS, the City of Atlanta (the "City") did enter into Agreement FC-7619-03C, Annual Contract for Architectural and Engineering Services; and

WHEREAS, the Commissioner of the Department of Watershed Management requires Architectural and Engineering Services for Northside and Adamsville Pump Stations Construction Management Services in the amount not to exceed Two Hundred Thirty Thousand Dollars (\$230,000.00) and

WHEREAS, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer for the Department of Procurement have recommended CH2M Hill, Inc./Williams-Russell and Johnson, A Joint Venture, to provide Architectural and Engineering Services for Northside and Adamsville Pump Stations Construction Management Services.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF ATLANTA, GEORGIA, that the Mayor be and is hereby authorized to approve a notice-to-proceed with CH2M Hill, Inc./Williams-Russell and Johnson, A Joint Venture, for FC-7619-03C, Annual Contract for Architectural and Engineering Services; in the amount not to exceed Two Hundred Thirty Thousand Dollars (\$230,000.00).

BE IT FURTHER RESOLVED, that the Chief Procurement Officer be and is hereby directed to prepare an appropriate agreement for execution by the Mayor to be approved by the City of Atlanta as to form.

BE IT FURTHER RESOLVED, that this notice-to-proceed should not become binding on the City, and the City shall incur no liability upon same until such agreement has been executed by the Mayor and delivered to the contracting party.

BE IT FINALLY RESOLVED, that all services for said notice-to-proceed shall be charged to and paid from fund account and center number: 2J28 524001 Q67J08269999 (2004 WATER AND WASTEWATER BOND FUND).



CITY OF ATLANTA
DEPARTMENT OF
WATERSHED MANAGEMENT
JAN 10 2005

SHIRLEY FRANKLIN
MAYOR

CITY OF ATLANTA
55 TRINITY AVENUE., SW, SUITE 5400, SOUTH BLDG.
ATLANTA, GEORGIA 30303-0324
OFFICE (404) 330-6081
FAX (404) 658-7194

DEPARTMENT OF
WATERSHED MANAGEMENT
ROBERT J. HUNTER
Commissioner

January 10, 2005

TO: Adam L. Smith, Chief Procurement Officer
Department of Procurement

FROM: Robert J. Hunter, Commissioner
Department of Watershed Management

Robert J. Hunter

RE: LEGISLATIVE REQUEST
TASK ORDER Under FC-7619-03C
Northside and Adamsville Pump Stations – Construction Management
Services
Contractor: CH2M Hill/Williams-Russell and Johnson, JV

Please prepare the appropriate legislation (Cycle 3) for the above reference services. We anticipate services in an amount not to exceed \$230,000.00. Please find attached the scope of services and Requisition No. Q67J-5001. The costs shall be charged to Fund, Account and Center No. 2J28-524001-Q67J08269999.

If you have any questions concerning this matter, please feel free to contact Sabrina D. Watts, Watershed Manager, Contract Administration, at (404) 330-6955 or George Barnes, Deputy Commissioner, at (404) 330-6708.

Your assistance in this matter is requested and appreciated.

RJH:SDW/gjc

c: Sheila Pierce, DWM
Benjamin Kuku, DWM
George Barnes, DWM
Sabrina D. Watts, DWM
Cathy Martin, DOP
Gwendolyn J. Carswell, DWM
File



CH2MHILL /



williams-russell and johnson, inc.
engineers • architects • planners

CH2M HILL

115 Perimeter Center Place NE

Suite 700

Atlanta, GA 30346-1278

Tel 770.604.9095

Fax 770.604.9183

January 3, 2005

Mr. Lee Hunt
Department of Watershed Management
City of Atlanta
650 Bishop Street, N.W.
Atlanta, Georgia 30318

Subject: CH2M HILL and Williams-Russell and Johnson Inc. Joint Venture Proposal to Provide Construction Management Services for the Northside and Adamsville Pump Stations Instrumentation and Control and Electrical Renovations

Dear Mr. Hunt:

The CH2M HILL and Williams-Russell and Johnson Inc. Joint Venture (JV) is pleased to submit this proposal to provide construction management and post-construction services for the instrumentation and control (I&C) and electrical renovations at the Northside and Adamsville Pump Stations.

Scope of Work

Task 1. Project Management

Project management activities will include the JV supporting the City of Atlanta (COA) project manager to resolve technical, schedule, staffing, and cost issues. The JV will provide regular updates of the status of any issues that may affect the work to the COA project manager. Additionally, the JV will provide a desktop computer loaded with Expedition software to support the project clerk's construction management effort. The project clerk's responsibilities include administrative duties, such as document control and the distribution and tracking of submittals and Requests for Information (RFIs) using Expedition software.

1.1 Develop Project Instructions

Project instructions will be developed to identify and charter the project team, to outline team members' roles, and to specify the project budget, schedule, and deliverables.

1.2 Prepare Monthly Project Status Reports

Invoices and abbreviated project status reports will be submitted monthly. The monthly invoice will be prepared in a format that has been approved by COA's project manager. The monthly invoice will include copies of subconsultant invoices and a transaction register to document direct expense charges.

1.3 Program Management

While the JV project manager will direct the overall activities of the project team and resolve technical, schedule, staffing, and cost issues, the JV program manager will maintain involvement with the project to ensure it is executed consistently with the other COA projects being executed by the JV. The JV project manager will maintain close contact with COA's project manager and provide regular updates of the status of issues that could affect the project.

Task 2. Construction Management Services

2.1 Field Inspection

The JV will participate in COA partnering activities with the selected design-build contractor. The JV will also participate in Dispute Resolution Board (DRB) activities with the COA. The JV will provide two full-time field engineers to observe the work of the design-build contractor and to coordinate testing services. The field engineers' efforts are based on a duration of 6 months at 40 hours per week for each field engineer. As directed by the COA project manager, the field engineers will monitor the contractor's activities. The field engineers will ensure the contractor's quality of work and provide reports on work progress. If the schedule is extended or the COA asks the field engineers to work overtime, the cost of service will increase. The JV will bring any work not in accordance with the construction contract to the attention of the COA project manager.

As requested by the COA project manager, the JV will receive, review, and process required administrative, material, and equipment submittals to determine conformance with the intent of the contract documents.

As requested by the COA project manager, the JV will assist in responding to questions during the implementation of the design-build contract and provide written interpretations in a timely fashion.

As requested by the COA project manager, the JV will respond to claims or potential claims by determining their validity and taking the appropriate action. If the JV determines a claim is without merit, it will communicate that fact and the supporting reasons to the claimant and the COA. If the JV determines a claim has merit, it will prepare the necessary documentation to resolve the claim. This task will include preparing requests for quotations for potential changes that appear to be necessary and independently estimating costs. The JV will also provide assistance to the COA in determining the necessity of the change and relative importance. Additionally, the JV will incorporate changes approved by the COA into the contract documents.

The JV will provide a project clerk. The project clerk will support the COA project manager for a period of 7 months at 40 hours per week and support the construction management team during the I&C and electrical renovations at the Northside and Adamsville Pump Stations.

In conjunction with COA staff, the JV will perform a final inspection of the new facility and develop a final punch list. The JV will perform a follow-up inspection to verify that the work has been satisfactorily completed.

JV field personnel will assist the COA in evaluating the design-build contractor's periodic payment requests. If the contractor has met the intent of the contract documents, the JV will submit a recommendation of payment to the COA.

2.2 Engineering Services

As requested by the COA project manager, the JV will provide specific electrical and mechanical engineering services associated with the upgrading of the electrical and instrumentation components at Northside and Adamsville Pump Stations. As requested by the COA project manager, the JV will respond to submittals and RFIs in a timely fashion.

Task 3. Post-Construction Services

The JV will assist the COA project manager as requested during field training and startup activities at the pump station facilities. An allowance of \$2,800.00 has been included in the budget to cover this scope.

Assumptions

The following assumptions were made in developing the scope of work and associated cost of services:

1. The construction phase will last approximately 6 months.
2. If requested, the JV will participate in partnering activities with the COA and the appointed design-build contractor. Three persons will attend up to three partnering meetings lasting a total of 6 days.
3. If requested, the JV will participate in DRB activities with the COA and the design-build contractor. Three persons will attend up to three DRB meetings lasting a total of 3 days.
4. Biweekly construction progress meetings will be attended at the project site. The JV will have assigned field personnel attend each meeting as requested by the COA project manager. Office personnel will attend as requested by the COA project manager.
5. The JV will provide two full-time field engineers (one per pump station) for a duration of up to 6 months and one full-time project clerk for a period of 7 months.
6. The JV will not provide surveying services during construction.
7. Any labor and expenses beyond the estimated hours in the attached scope of services cost summary that are required to address construction claims, unforeseen subsurface considerations, or additional construction requested by the design-build contractor or COA are additions to this scope of work.

8. Any claim resolution or litigation assistance requested of the JV will constitute additional services.

JV Project Team

The project will be performed in accordance with the terms and conditions of the agreement between the COA and CH2M HILL and Williams-Russell and Johnson Inc. – a Joint Venture (FC7619-04C) – executed May 17, 2004. The JV team, which was carefully selected by the JV program manager, is comprised of junior, mid-level, and senior engineering professionals and M/FBE consultant professionals who are highly qualified to deliver a quality product within the budgetary and schedule constraints. An organizational chart of the JV team is provided in Attachment A.

Schedule

The JV proposes to complete the scope of work as summarized in Table 1.

TABLE 1
Summary of Project Schedule

Task Name	Start	Substantial Completion	Finish
Construction Management Services	January 2005	July 2005	October 2005

Compensation

COA will compensate the JV for the scope of services presented herein on a per diem basis, not to exceed a cost of \$230,000.00. A breakdown of labor and expenses is provided in Attachment B. A summary of the cost breakout is provided in Table 2. For the purpose of developing a cost for this proposal, it is assumed that all work will be completed by October 2005.

A summary of the labor rates that have been negotiated as part of this agreement appear in Attachment B.

Mr. Lee Hunt
Page 5
January 3, 2005

TABLE 2
Scope of Services Cost Summary

Task	Description	Cost
1	Project Management	\$23,200
2	Construction Management Services	\$204,000
3	Post Construction Services	\$2,800
Total		\$230,000

Thank you for the opportunity to submit this proposal for construction management services. Do not hesitate to call with questions or to request additional information.

Sincerely,

CH2M HILL/WRJ



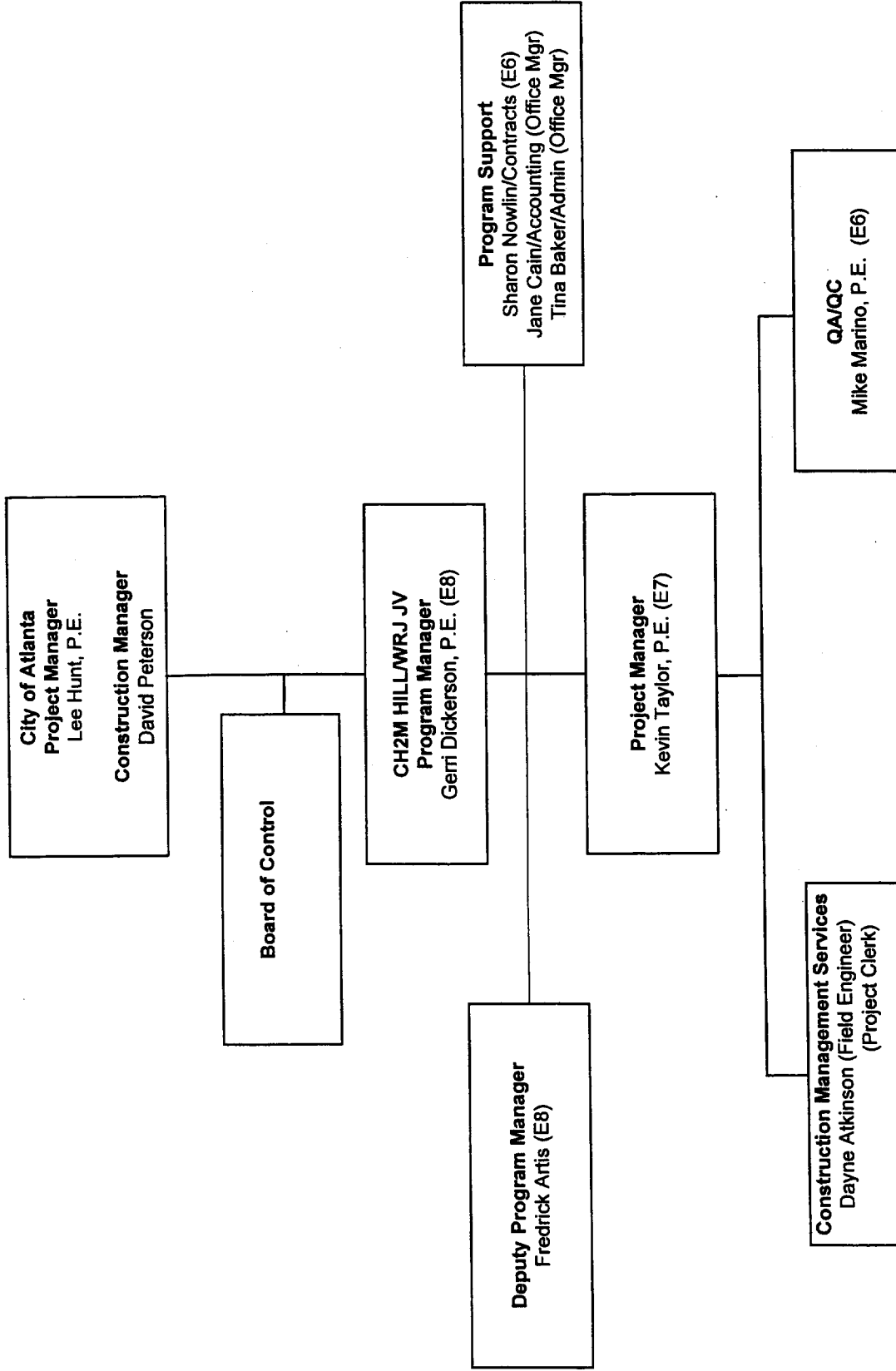
Gerri Dickerson, P.E.
Program Manager



Frederick Artis
Deputy Program Manager

cc: Angela Roberts/CH2M HILL
Lynne Young/CH2M HILL
Kevin Taylor/WRJ
Mike Marino/CH2M HILL

Attachment A - JV Project m Organizational Chart (a)
Northside and Adamsville Pump Stations I & C and
Electrical Renovations



Note:
 (a) Chart includes key project team members only.

Services Cost Summary
Pump Stations I & C and Electrical Renovations
ations

Description	Engineer 8	Engineer 7	Clerical/ Administrative Assistant	Field Engineer	Labor Hrs	Labor Cost	Other Expenses	Total
	\$159	\$137	\$49	\$66				
	\$159	\$137	\$49	\$66				
	\$159	\$137	\$49	\$66				
	\$166	\$142	\$51	\$68				
	0	20	20	0	40	\$ 3,718	\$ 11,000	\$ 14,718
	0	36	20	0	56	\$ 5,910		\$ 5,910
	12	0	0	0	12	\$ 1,913	\$ 700	\$ 2,613
Sub-Total	12	56	40	0	108	\$ 11,541	\$ 11,700	\$ 23,200
ment Services	2	6	870	1968	2846	\$ 172,608	\$ 1,200	\$ 173,808
	2	124	180	32	338	\$ 28,205	\$ 2,000	\$ 30,205
Sub-Total	4	130	1050	2000	3184	\$ 200,813	\$ 3,200	\$ 204,000
Services	0	5	0	20	25	\$ 1,995	\$ 800	\$ 2,795
Sub-Total	0	5	0	20	25	\$ 1,995	\$ 800	\$ 2,800
Grand Total	16	191	1090	2020	3317	\$ 214,349	\$ 15,700	\$ 230,000

Items	Cost
computer, misc exp	\$ 11,000
nt, mileage, misc exp	\$ 700
age and Misc. exp.	\$ 1,200
Printing and Misc. exp	\$ 2,000
Mileage and Misc. exp.	\$ 800
	\$ 15,700

**DEPARTMENT OF PROCUREMENT
LEGISLATION SUMMARY**

TO: City Utilities Committee

CAPTION

A RESOLUTION AUTHORIZING THE MAYOR OR DESIGNEE TO ISSUE A NOTICE-TO-PROCEED WITH CH2M HILL, INC./WILLIAMS-RUSSELL AND JOHNSON, A JOINT VENTURE, FOR FC-7619-03C, ARCHITECTURAL AND ENGINEERING SERVICES FOR NORTHSIDE AND ADAMSVILLE PUMP STATIONS-CONSTRUCTION MANAGEMENT SERVICES ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED TWO HUNDRED THIRTY THOUSAND DOLLARS (\$230,000.00). ALL CONTRACTED WORK SHALL BE CHARGED TO AND PAID FROM FUND ACCOUNT AND CENTER NUMBER: 2J28 524001 Q67J08269999 (2004 WATER AND WASTEWATER BOND FUND).

**REQUESTING
DEPARTMENT:**

Department of Watershed Management

CONTRACT TYPE:

Professional Services

AWARDEE:

CH2M HILL, INC./WILLIAMS-RUSSELL AND JOHNSON

SELECTION:

Sealed RFP

PROPOSALS DUE:

January 7, 2004

INVITATIONS MAILED:

146

**PROPOSALS
RECEIVED:**

12

APPROVED CONTRACTORS:

Arcadis/BPA – Joint Venture (FC-7619-03A)
Atlanta Services Group (FC-7619-03B)
CH2M Hill, Inc./Williams-Russell and Johnson–Joint Venture
(FC-7619-03C)
Jacobs/PRAD/PBS&J-Joint Venture aka JP2 (FC-7619-03D)
Metcalf and Eddy/Cardoza Engineering-Joint Venture
(FC-7619-03E)
Shaw Environmental, Inc. and AIM Partner (FC-7619-03F)

BACKGROUND:

THE DEPARTMENT OF WATERSHED MANAGEMENT IS SEEKING ASSISTANCE FROM CH2M HILL, INC./WILLIAMS-RUSSELL AND JOHNSON TO PROVIDE CONSTRUCTION AND MANAGEMENT AND POST-CONSTRUCTION SERVICES FOR THE INSTRUMENTATION AND CONTROL (I&C) AND

ELECTRICAL RENOVATIONS AT THE NORTHSIDE
AND ADAMSVILLE PUMP STATIONS.

EVALUATION TEAM

COMPOSITION:

DWM, OCC, DPW, LAW, OGS, DPRCA

PROJECT

PARTICIPATION: CH2M Hill, Inc./Williams-Russell and Johnson, Inc. a JV (15 pts.)

Williams-Russell and Johnson	AABE	32%
C.E.R.M.	AABE	4%
Precision Engineering and Surveying, Inc.	AABE	4%
Desmear Systems, Inc.	AABE	3%
Cheeks/Hornbein & Associates	AABE	4%
Smith Real Estate Services, Inc.	FBE	4%
CSA Central, Inc.	HBE	3%
Eagle Environmental Group	FBE	2%
Neil Engineering	FBE	2%
RCS Enterprises, Inc.	FBE	2%
D. Clark Harris	FBE	2%
PEQ	FBE	3%
Clarification and Mediation	FBE	3%
Participation Total		68%